

MINUTES of
AIRPORT BOARD MEETING
January 9, 2008
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Ron Swanson called the meeting to order at 7:05 p.m.

II. **ROLL CALL:**

Members Present:

Gordon Evans	Jerry Godkin	Ron Swanson
Eric Forrer	Butch Laughlin	Steve Zimmerman
Fred Gaffney		

Staff/CBJ Present:

Dave Palmer, Airport Manager	Paul Wescott, Airport Engineer
Patricia deLaBruere, Dep. Airport Mgr.	Pam Chapin, Secretary
Jerry Mahle, Airport M&O Super't	Randy Beason, Airport Equip. Operator
Ted Anderson, Airport Planner	Dana Ritter, Airport Equip. Operator
John Coleman, Airport Business Mgr.	Jane Sebens, CBJ Attorney

Public Present:

Pete Carlson, AOPA/Tenant	Alfred Cook, General Aviation
Larry DePute, General Aviation	Ken Nestler, Civil Air Patrol
Jim Wilson, Coastal Helicopters	Ella Rogers, Glacier Restaurant
Mike Wilson, Coastal Helicopters	Mookie Patel, Alaska Airlines
Jeremy Millsaps, Wingnut	Tom Williams, Ward Air

III. **APPROVAL OF MINUTES:**

A. *Fred Gaffney moved, Steve Zimmerman seconded, the adoption of the November 15, 2007, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

B. *Steve Zimmerman moved, Fred Gaffney seconded, the adoption of the December 12, 2007, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Chair Ron Swanson added an item under New Business, Item D, as a discussion of a way to thank the Juneau Police Department for the work they did. *The agenda as amended was approved by unanimous consent.*

V. **EMPLOYEE SERVICE AWARDS:** Chair Swanson distributed service awards to the following people for the noted years of service:

- A. John Coleman for five years of service
- B. Dana Ritter for ten years of service
- C. Randy Beason for 20 years of service

VI. **PUBLIC COMMENTS:** Alfred Cook wanted to discuss a change of size for the new leases on the west side. Chair Swanson said this will be discussed under Item B, 1, regarding the Wait List and the Lot Size.

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VII. UNFINISHED BUSINESS:

A. **Finance Committee Meeting:** A meeting was tentatively scheduled for January 22, 2008, at 9:00 a.m. for the first meeting.

B. **Committee Reports:**

1. Wildlife Hazards Working Group: Committee Chair Steve Zimmerman said the first meeting was to set up a good working group. This is an advisory board to the Airport Manager and the Airport Board. Chair Swanson noted that the Group would meet with Dave Wahto, the FAA Certification Inspector, at 10:30 on January 10 in the Aurora Room. Mr. Wahto will discuss what is required of the Airport for wildlife control.

C. **Terminal Project Update:** A resolution (Attachment #1) was presented to the Board. Airport Manager Dave Palmer said that there is a grant issued by the Denali Commission and the Alaska Energy Authority for energy efficient systems. Most of the projects are in the bush, but there is one project for which Juneau qualifies and Ms. Fritz is preparing an application for which the resolution is required. *Gordon Evans moved, Steve Zimmerman seconded, the adoption of the resolution. The motion passed by unanimous consent.*

VIII. NEW BUSINESS:

A. **PFC 8 Status:** Airport Business Manager John Coleman said that the application to collect a new PFC has been revised. This will be for approximately \$8 million. FAA approval is expected soon. It will be before the Assembly at the January 28, 2008, meeting. *Gordon Evans moved, Jerry Godkin seconded, to approve appropriation of PFC 8 after it is approved by the FAA. The motion passed by unanimous consent.*

B. **Airport Leasing:** Chair Swanson and Butch Laughlin sat out of the discussion as they are both hangar owners/lease holders at the airport. Fred Gaffney noted that he is in partnership with four other people that rent a hangar, but the Law Department has deemed that he does not have a conflict. Dave Palmer also sat out this discussion as he is also a leaseholder. Jane Sebens discussed the changes to the format and content, and referred the Board to her memo (Attachment #2). The insurance requirements were provided by the CBJ Risk Management. Acting Chair Gordon Evans suggested changing the last sentence in the first paragraph, Page 6, Section 12, after "Airport Master Plan" by deleting "and written airport policies, and is in the best interests of the airport" and adding "Airport Layout Plan, written Airport Board policies and all applicable local, state and federal laws and regulations" to the last sentence. *Eric Forrer moved, Fred Gaffney seconded, adoption of the lease language with the modification of changing the last sentence in the first paragraph, Page 6, Section 12, after "Airport Master Plan" by deleting "and written airport policies, and is in the best interests of the airport" and adding "Airport Layout Plan, written Airport Board policies*

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and all applicable local, state and federal laws and regulations” to the last sentence, which changes, when made, will be reviewed and approved by Gordon Evans. The motion passed by unanimous consent.

1. Mr. Cook’s request was discussed. Letters were sent to the first eight people on the wait list, at which time lots were going to be assigned in the order on the list. Since the letter went out, discussions have been held with staff and others and it was determined that lots 11, 12, and 13 could also be leased. Lots 11 through 17 are 50 feet by 65 feet, and the others are 50 feet by 60 feet. The doors on Lots 1 through 8 face north, toward the glacier, and some people like that but others want to be on the other side and face the runway and the sunshine. He proposed making lots 1 through 13 (excluding lots 9 and 10) available and invite the people to pick a lot in the order that they are on the list until all 11 lots are spoken for. With the Board’s approval, he will work through this list in this manner. *Gordon Evans moved, Steve Zimmerman seconded, to offer lots 1 through 8 and 11 through 13 for lease in the order in which the lease applicants are on the wait list. The motion passed by unanimous consent.*

C. **Airport Manager’s Report:**

1. Goldbelt Security is on the job and staff is quite pleased with the personnel, expertise and questions they are asking.

2. Dave Wahto, FAA Certification Inspector, is approximately one-half of the way through the certification inspection. With the burning ban in place, there may not be practice fires in barrels, but this is to be seen.

3. Staff will begin working on the budget.

4. One Custodian position was split into two positions – a half-time Custodian and a person working half-time on regular hours doing airport badges. Interviews were held for the badging person and this is still a work in progress.

5. The reimbursable service agreement with the FAA is a milestone, and clears the way for FAA’s staff assistance for portions of the Runway Safety Area project. The FAA has to be hired as part of the Runway Safety Area project to consult with staff on moving FAA facilities. The agreement was signed in the first of December.

D. **Thanks to JPD:** Deputy Airport Manager Patty deLaBruere said that the Juneau Police Department came on in September and worked through midnight of January 6. Sgt. Dave Wrightson did an excellent job. Many phone calls have been received about how much JPD was appreciated. JPD even helped out in the transition with Goldbelt Security. A lot of JPD personnel worked during their regular shifts. Staff felt that some sort of appreciation ought to be shown for their hard work at the airport. Chair

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Swanson suggested the Board write a letter to the Chief of Police that includes the names of all the officers and the professionalism of the police force. Gordon Evans suggested writing to the Mayor and Assembly. Chair Swanson said a letter will be sent.

IX. **ASSEMBLY LIAISON COMMENTS:** None.

X. **PUBLIC COMMENTS:** None.

XI. **BOARD MEMBER COMMENTS:**

A. Fred Gaffney resigned for personal reasons and thanked the Board members for their tolerance. The Board thanked Mr. Gaffney for his participation.

B. Gordon Evans noted that he will be out of town for the February meeting.

XII. **ANNOUNCEMENTS:** Chair Swanson said that not one of the Board members will be in town for the February meeting. *Eric Forrer moved, Steve Zimmerman seconded, to cancel the February Board meeting. Chair Swanson offered a friendly amendment of adding "unless airport management decides by February 1 that a decision is needed and schedules a meeting for February 4, 2008." The friendly amendment was accepted. The motion passed by unanimous consent.*

XIII. **TIME AND PLACE OF NEXT MEETING:**

A. The next Airport Board Wildlife Hazards Working Group meeting will be held on January 10, 2008, at 10:30 a.m. in the Aurora Room.

B. A Special Airport Board meeting with the Washington, D.C., lobbyist will be held on January 17, 2008, at 11:00 a.m. in the Aurora Room.

C. An Airport Board Finance Committee meeting is tentatively scheduled for January 22, 2008, at 9:00 a.m. in the Aurora Room. Chair Swanson appointed Jerry Godkin as Chair of the Finance Committee. He thought the City would appoint a new member to the Board by this meeting. Otherwise, he appointed Gordon Evans to the committee until the new member is appointed.

D. The next regular Airport Board meeting will be held on March 12, 2008, at 7:00 p.m. in the Aurora Room.

XIV. **ADJOURN:** *Gordon Evans moved, Steve Zimmerman seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:21 p.m.*